

**Public Comment Policy for
Ripley Public Library Board Meetings**

Adopted by the Ripley Public Library board on

1 Jan 23

Public comment periods are NOT required during Board meetings. To further open and transparent operation and provide for feedback from the community outside of public hearings. The following policy and procedure(s) will be followed;

1. At the discretion of Board Chair a public comment period may be included in the agenda.
2. Chair person will ask for public comments;
 - a. Each person will be asked for their comment, your Name and general residence will be provided for clarity and possible feedback.
 - b. Time limit of 3 minutes will be monitored by secretary. At the end of time the speaker will be asked to wrap up their comment and suggest that presenting their comment in writing prior to next meeting will help.
 - c. Each person may offer their comment, compliment or question and if able to do so they will be answered appropriately by the board.
 - d. Personal insults and vendetta, vulgar language or gestures, unruly or disruptive behavior will not be tolerated. If encountered the Chair person will ask for order and instruct that person to correct the behavior or leave.
 - e. Should the disruptive issue not resolve immediately the Chair will motion for the person to be asked to leave, voice vote taken and appropriate action to follow. Failure to leave and return to order may be followed by a motion for criminal complaint motion and vote with a filing to follow if approved.
 - f. Chair may call for suspension or adjournment of meeting with vote if order is not restored and board decision followed.
3. Chair person will close public comment session and thank the public for their feedback.